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11 July 1961

MEMORANDUM FOR: Chief, Covert Training, OS/TR

SUBJECT : "Instructor's Guide to Tradecraft"

REFERENCE : Memorandum from CC/OS/TR for C/PPS...,  
dated 22 March 1961, this subject

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1. Reference is made also to my talk with [REDACTED] CC/OS/TR, on 31 May 1961, in regard to his request for comments and suggestions concerning the Instructor's Guide to Tradecraft.

2. My comments then and now are based on close reading of only the introductory sections of the Guide and on scanning of the rest. Other members of PPS/TR will read the Guide more thoroughly and comment in greater detail.

3. I understand that the Guide is not static but is to be subject to continuing review and revision, additions and deletions. I realize that its content reflects original writing and extracts and adaptations from a variety of sources. Finally, I understand that this Guide was intended to be used primarily by instructors in Covert Training, OS/TR, under the direct supervision of the appropriate senior training supervisor. Consideration has been given, however, to its use "as is" [REDACTED] and possibly elsewhere, and to its review by the Clandestine Services staffs.

4. First, I strongly recommend against its use anywhere in its present form except within Covert Training where close professional supervision and guidance are immediately available. In my opinion, the older, green paperbound tradecraft manual is more appropriate

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5. Secondly, I also recommend against referral of this Guide to DDP until it has been thoroughly reviewed and edited, and in some instances rewritten. While its purpose is commendable and considerable effort has been put into it, and while it contains some

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very acceptable material, it cannot be said to truly reflect in its entirety current, accepted Clandestine Services operational doctrine.

6. Third, in addition to a thorough review and recasting by a panel of competent operational tradecraft instructors and editing by a competent editor, I recommend also a possible reorganization in the interest of simplicity and clarity. "What can be misunderstood will be misunderstood!" In its present form, too much is intended in a single volume, for it is not confined to its title-subject: tradecraft. In addition to the fundamentals of tradecraft, consideration is given and should be given to guidelines for the teaching of tradecraft to

a. American and foreign covert agents who are to carry out specified operational, intelligence, or support tasks under specified operational conditions.

b. The American staff or career agent who needs not only to know tradecraft but certain other information concerning the organization of which he is a part, and where he fits into the scheme of things, etc.

c. Members of foreign intelligence, security, and police services. Since our training tasks with respect to this group are often somewhat unusual, this group merits a broader dis-

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In any and all of these situations basic tradecraft as such is pretty constant, but its application to specific situations, the methods of teaching, the instructors role, etc., may vary considerably.

7. Finally, may I reiterate my endorsement of the purposes of the Guide and my full appreciation of the work already involved. I must, however, urge that it not be accepted in its present form, but be subjected to review, modification, and where appropriate, rewriting.

SIGNED

[REDACTED]  
Plans and Policy Staff

cc: C/OS/TR  
ADTR

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